

HEADQUARTERS
GROUP 12 ILLINOIS WING
CIVIL AIR PATROL
UNUTED STATES AIR FORCE AUXILIARY
100 SOUTH JAMES # 3
SPARTA IL 62286

14 November 2002

MEMORANDUM FOR NEW SENIOR MEMBERS

FROM: Group 12 HQ/CC

SUBJECT: Senior Member Handbook

1. The Senior Member Handbook is sent to all new senior members after their application is approved, and it consists of the following:

- a. CAP Manual 39-1, CAP Uniform Manual.
- b. CAP Pamphlet 190-2, CAP Primer.
- c. CAP Pamphlet 151, Standards, Customs and Courtesies.
- d. HQ CAP Safety Letter.
- e. Senior Training Diagram.
- f. CAP Pamphlet 50-6, Cadet Protection Policy and Program for Parents and Leaders.
- g. CLC Data Form 1.

2. The senior member **should study** the above listed material prior to being given the Level I Orientation and Cadet Protection Training.

3. Civil Air Patrol **requires** senior members to complete Level I training prior to receiving an **assigned duty position in the unit, working with cadets, enrolling in the United States Air Force Institute for Advanced Distributed Learning, or becoming eligible for promotion.**

4. Individuals should contact the unit commander to be schedule for the Level I Orientation and Cadet Protection Training as soon as possible after they receive their membership in Civil Air Patrol. If this is delayed the individual will not get the full benefit of their membership and progression in CAP as outlined in paragraph 3 above

RICKEY L. OETH, Major, CAP
Commander